

STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL

ON-SITE SYSTEMS ADVISORY BOARD
89 Kings Highway, Dover, DE 19901
(302) 739-9948

Monthly Meeting Minutes
November 2, 2016

Members Present: Byron Jefferson, Ken Walsh, Jack Hayes for Dave Schepens, Gerry Desmond, Tom Ryan, David Austin, Carol Evans, Matt Brill, Bruce Bagley

Also Present: DNREC staff: Dawn Dryden, Roy Heineman

- ❖ Meeting began at 9:15 a.m.
- ❖ Ken made a motion to accept the amended agenda items; Tom seconded, all agreed.
- ❖ October 5, 2016 Meeting Minutes reviewed; Ken made a motion to approve; Tom seconded, all agreed.
- ❖ License Applications:

<i>Applicant Name</i>	<i>License Type</i>	<i>Approved</i>	<i>Denied</i>	<i>Motion By</i>	<i>2nd By</i>	<i>All In Agreement</i>
Marvin Selby	F	X		Tom	Gerry	X
John Kilgan	F*	X		Tom	Gerry	X
Richard Kelly II	F	X		Tom	Gerry	X
Mark Stivers	F	X		Tom	Gerry	X
Thomas Pierson	F	X		Tom	Gerry	X
Ajene Palmer	F	X		Tom	Gerry	X
Rufus Thomas	F	X		Tom	Gerry	X
Gerald Desmond	I	X**		Tom	Ken	X
Alexander Bauer	H		X***	Matt	Tom	X

* Applicant needs to initial application

** Gerry Desmond abstained from vote


*** Applicant must attend an approved course

❖ Continued Education Training (CET's):

- Timothy Hill (Class A #5735)
 - Soil Permeability Testing- 4.0 hrs - *Approved, all licenses*
 - Design of Sand Filters & Bioretention Systems - 4.0 hrs - *Denied*
 - Design of Drywells - 2.0 hrs - *Denied*
- Timothy Anderson (Class A,C #2456)
 - EMI Field Study - 9.0 hrs - *Approved, 9.0 hrs*
- Dane Clark (Class F #5031); Nathaniel Coffel (Class F #5748); Mark Comolli (Class F #5472); Tyrone Greene (Class F #5747)
 - Defensive Driving – Commercial Trucks - 12.0 hrs - *Approved, 12.0 hrs*
- Tracy Brown (Class F #5778)
 - Annual Stormwater Pollution and Spill Prevention, Emergency Response Plan - 1.0 hr - *Approved, 1.0 hr*
 - Recommended Practices - Use of Industrial Vacuum Equipment - 0.50 hr - *Approved, 0.5 hr*
 - National Safety Council, Advanced First Aid, CPR & AED - 16.0 hrs - *Approved, 16.0 hrs*
- Boyce Brooks (Class F #5780)
 - Annual Stormwater Pollution and Spill Prevention, Emergency Response Plan - 1.0 hr - *Approved, 1.0 hr*
 - WJTA Vacuum Truck Operational Safety - 1.0 hr - *Approved, 1.0 hr*
 - NSC Advanced First Aid and CPR (Refresher) - 8.0 hrs - *Approved, 8.0 hrs*
- ✕ Alexander Bauer (Class H Applicant)
 - Study Guide for How to Inspect Septic Systems - 10.0 hrs - *Denied*
- ✕ Brian T. Lowe (Class A #5785)
 - CIEG698: Groundwater Flow and Contaminant Transport - 8.0 hrs - *Approved, 8.0 hrs*
 - CIEG667 011: Unsaturated Soil Mechanics - 8.0 hrs - *Approved, 8.0 hrs*
 - CIEG601: Introduction to the Finite Element Method - 8.0 hrs - *Denied*
- ✕ Matthew Kerezsi (Class A #5751)
 - Basics of Soil Resources 1: Classification, Mapping & Data Bases - 2.0 hrs - *Approved, 2.0 hrs, all licenses*
 - Basics of Water Resources: Groundwater Hydrology - 1.0 hr - *Approved, 1.0 hr, all licenses*
 - Designing Permanent Erosion and Sediment Control Systems - 2.0 hrs - *Denied*

- ❖ M. Joshua Stallings (Class A) D applicant status update
 - Mr. Stallings's Class D.1 license has been issued
- ❖ Mike Schepens (Class B,E,H #5286) - Roy stated that Mr. Schepens has made the required changes on-site addressed at the October meeting; Roy is drafting the Executive Order for Secretary Small's signature.
- ❖ Enforcement:
 - Jack inquired about deficiencies with an engineer (Scott Hoffman, Class C #4704) for failure to submit completed and requested paperwork; Ken made a motion to invite Mr. Hoffman to the next meeting for discussion;
- ❖ Next scheduled meeting on December 7, 2016.
- ❖ Meeting adjourned at 10:40 a.m.


Prepared By Dawn Dryden


Approved By Byron Jefferson

